

Playgrounds and play equipment can cause very serious injuries if they are not maintained in a safe condition. Playgrounds and play equipment need to be checked and maintained regularly to ensure the health and safety of all students who use them. This checklist provides a guide to what to look for when checking playgrounds and play equipment.

ADMINISTRATION

Yes/No

1. Have all previously reported defects been rectified?
2. Have accident records and the hazard register been reviewed to identify hazards?

SITE

Yes/No

3. Is the site clear of litter and dangerous objects?
4. Are the trees free from potential falling deadwood and other hazards (e.g. pointed or broken branches at eye height)?
5. Is access to the site in good condition and clear of obstruction?

SWINGS

Yes/No

6. Is the main frame safe and secure?
7. Are all moving parts in working order?
8. Are seats and attachments in good condition?
9. Are chains and shackles in good condition?
10. Are all bolts in place and secure?
11. Are posts treated/painted when necessary to prevent rotting or splintering?

SLIDES

Yes/No

12. Is the main frame safe and secure?
13. Is the sliding surface clear of obstructions?
14. Is the sliding surface secure and free of gaps from side rails?
15. Are the surfaces free from rust, rotting or splintering?
16. Is the gel-coat surface of fibreglass slides intact and free from glass fibre protrusions?
17. Are surfaces treated for rust or splintering, when necessary?

STRUCTURES (including portable structures)

Yes/No

18. Is the main frame safe and secure?
19. Are timber posts sound and free of large structural cracks and splinters?
20. Are timber floors and palings stable and free of large cracks and splinters?

- 21. Are all nail heads flush with timber (not protruding)?
- 22. Are all bolts in place and secure?
- 23. Are all joints and connections firm (not loose)?
- 24. Are chains and ropes secure and in good condition?
- 25. Are all components in place (none missing)?
- 26. Are frames maintaining shape (not distorted)?
- 27. Are surfaces free from rust or rot?

SANDPIT

Yes/No

- 28. Is the sandpit regularly raked, weeded and checked for dangerous objects (i.e. daily)?
- 29. Is the sandpit regularly checked and appropriately treated for animal fouling (e.g. use a solution of 400 g sodium hypochlorite to 20 litres of water [equivalent to pool chlorine] for each 8 cubic metres of sand – apply with watering can and rake)?
- 30. Is the sand replaced or replenished when necessary?
- 31. Are borders free of splinters, exposed nails and pins?
- 32. Is the sandpit covered when not in use?

IMPACT-ABSORBING MATERIAL

Yes/No

- 33. Is the material loosened and levelled with a rake and cleared of objects to prevent compaction?
- 34. Is material that gathers under platforms and other structures removed and spread to main areas of impact?
- 35. Is the material maintained to recommended compacted depth (minimum compacted depth 250 mm)?
- 36. Are borders free of splinters, exposed nails and pins?

GRASS SURFACES

Yes/No

- 37. Is the grass well maintained (does not need mowing, reseeding or other care)?

OTHER POTENTIAL RISKS

Yes/No

- 38. Are tyres and other areas free of spiders or other dangerous insects/animals (e.g. redback spiders and snakes)?

Comments

Checked by: _____
Checked by: _____
WHSO: _____

Date: / /
Date: / /
Date: / /

Resources:

Occupational Health and Safety Fact Sheet —

Playground Safety

Planned Play Areas Booklet, Education Queensland

Occupational Health and Safety Tool Kit: Module 10 — Workplace Environment

Occupational Health and Safety Fact Sheet — Safe Disposal of Discarded Needles and Syringes

ACTION SHEET

Date	Item/Area	Condition/Fault	Action	Date completed	Date and Signature of designated officer